

# ACF

Administration  
for Children  
and Families

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Administration on Children, Youth and Families

**1. Log No:** ACYF-PI-CC-99-06

**2. Issuance Date:**  
July 6, 1999

**3. Originating Office:** Office of Administration

**4. Key Words:** Child Care and Development Fund (CCDF); Financial Reporting Form for Indian Tribes

## CHILD CARE AND DEVELOPMENT FUND PROGRAM INSTRUCTION

**TO:** TRIBAL LEAD AGENCIES ADMINISTERING CHILD CARE PROGRAMS UNDER THE CHILD CARE AND DEVELOPMENT BLOCK GRANT (CCDBG) ACT OF 1990, AS AMENDED, AND OTHER INTERESTED PARTIES.

**SUBJECT:** Form ACF-696T a Financial Reporting Form for the Child Care and Development Fund.

**REFERENCES:** Title VI of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA).

**EFFECTIVE DATE:** The ACF-696T must be used for all financial reports, for fiscal years 1997 and after, that are due December 29, 1999.

**PURPOSE:** This Action Transmittal informs Tribal Lead Agencies of the approval by the Office of Management and Budget (OMB) of the Form ACF-696T approved under OMB # 0970-0195.

**BACKGROUND:** Section 103(c) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA) repealed the child care programs authorized under title IV-A of the Social Security Act. PRWORA provided new direct Federal child care funds for Tribes which have been designated as Tribal

Mandatory funds. The new funds, combined with the Discretionary Fund (also referred to as the Child Care and Development Block Grant), are called the Child Care and Development Fund.

Previously, expenditure data was collected on the SF-269. In an effort to simplify the reporting of expenditures, we developed this new financial reporting form, the "Child Care Development Fund ACF-696T Financial Report (the ACF-696T)."

Attached is a copy of the ACF-696T. Tribes are required to use the ACF-696T to report expenditures for the Tribal Mandatory, Discretionary and Construction/Renovation funds issued under the CCDF.

---

ATTACHMENTS:      1.    Copy of the Form ACF-696T.  
                         2.    Instructions for the completion of  
                                Form ACF-696T.

---

ACTION  
REQUIRED:        For future use, Tribes are requested to make  
                         sufficient copies of the attached form and  
                         instructions.

---

SUBMISSION:      Form ACF-696T must be received by ACF within  
                         90 days after the end of each fiscal year  
                         (i.e. December 20 of each year)

- One copy with an "original signature"  
   should be submitted to:

The Administration on Children, Youth and Families  
Child Care Bureau  
Room 2046, 330 C Street S.W.  
Washington, D.C. 20447

- A signed copy should also be submitted to  
the ACF Regional Administrator.

---

INQUIRIES:        Inquiries should be made to the appropriate  
                         ACF Regional Office.

/s/

---

Elizabeth M. James Duke  
Assistant Secretary  
For Administration

**Attachments**

cc: ACF Regional Administrators  
Office of Management and Budget